

City of Mt. Pleasant, Michigan

# **CONTRACT DOCUMENTS**

For

**2017 WATER METERS BID**



**KATHLEEN LING**  
Mayor

**NANCY RIDLEY**  
City Manager

Prepared By:  
Division of Public Works

**JOHN ZANG**  
DPW Director

**FEBRUARY 2017**

City of Mt. Pleasant, Michigan

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# THE CITY OF MT. PLEASANT, MICHIGAN

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**CITY HALL**

320 W. Broadway • 48858-2447  
(989) 779-5300  
(989) 773-4691 fax

**PUBLIC SAFETY**

804 E. High • 48858-3595  
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**PUBLIC WORKS**

1303 N. Franklin • 48858-4682  
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## NOTICE TO BIDDERS

### 2017 WATER METERS BID

The City of Mt. Pleasant, Michigan, is requesting sealed bids at the Office of the City Clerk, City Hall, 320 W. Broadway Street, Mt. Pleasant, Michigan 48858, until 1:30 p.m. (local time), on Tuesday, February 14, 2017, at which time and place the bids will be publicly opened and read. All bids shall be submitted in a sealed envelope, plainly marked "2017 WATER METERS BID – February 14, 2017".

Proposals are solicited on a unit price basis for the following water meter sizes:

1-1/2", 2", 3", 4", and 6" meters

No bid deposit, performance, labor, or material bond will be required.

Complete specifications are available at the Public Works Building, 1303 North Franklin Street, Mt. Pleasant, Michigan 48858, (989) 779-5401, Monday through Friday, 8:00 a.m. to 4:30 p.m., or can be downloaded free of charge from the City's website at [www.mt-pleasant.org](http://www.mt-pleasant.org) and navigate to the Bids and Quotes page from the "Quick Links" section.

The City of Mt. Pleasant reserves the right to accept or reject any or all bids, to waive any irregularities in the bids, and to select the bid considered most advantageous to the city.

Malcolm Fox  
Water Department Supervisor  
(989) 779-5426

Jeremy Howard  
City Clerk

City of Mt. Pleasant, Michigan  
 BID PROPOSAL  
 2017 WATER METERS BID

TO: Office of the City Clerk  
 City Hall  
 320 W. Broadway Street  
 Mt. Pleasant, MI 48858

BID DATE: February 14, 2017  
 TIME: 1:30 p.m.

In accordance with the specifications and other bid requirements heretofore provided, the undersigned agrees to provide the below listed bid items at the price(s) set forth below. **This is a one-year bid to start March 1, 2017 through December 31, 2017.** This is a firm bid and not subject to withdrawal or change for a period of sixty (60) days.

<u>BID ITEMS</u>	<u>QUANTITY</u>	<u>NEPTUNE</u>	<u>SENSUS</u>
1-1/2" Meter	each	\$ _____	\$ _____
2" Meter - Compound	each	\$ _____	\$ _____
3" Meter - Compound	each	\$ _____	\$ _____
4" Meter - Compound	each	\$ _____	\$ _____
6" Meter – Compound	each	\$ _____	\$ _____

\_\_\_\_\_ and \_\_\_\_\_/100 DOLLARS.  
 (written)

Respectfully Submitted:

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_ DATE \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

PRINT OR TYPE NAME & TITLE \_\_\_\_\_

EMAIL \_\_\_\_\_

**City of Mt. Pleasant, Michigan**  
**2017 WATER METERS BID**  
**SPECIFICATIONS**  
**1-1/2" TO 6" Water Meters**

**Definitions:** The following definitions shall apply in this Specification.

Purchaser: The City of Mt. Pleasant, henceforth known as the City.

Vendor: The party supplying water meters.

**Product Specification:** Each Vendor shall provide cold water meters as described in this specification.

- 1) The water meters shall utilize an encoder head that will be digitally read using a handheld reader. The encoder head shall be capable of future migration to radio technology and capable of transmitting usage down to 0.1 gallons. Only registers without batteries, or registers containing batteries with factory warranties for fifteen (15) years shall be accepted.
- 2) The water meter shall be read by the City meter reading hardware and software as currently configured (DAP Technologies CE5320 or Trimble Nomad 900 handhelds, Insight R900 route manager software, and BS&A billing software).
  - A) No changes to the existing hardware or software shall be required to read the meters and import the data into the City billing system.
  - B) The current meter software shall be supported to the same level as provided by the current meter reading software representative by the bidder. This shall include, but not be limited to, on-demand on-site assistance as needed by the City at no additional charge.
- 3) All water meters (displacement type - magnetic drive 1-1/2") shall be furnished directly to the City by a distributor authorized by the meter manufacturer to conduct business on its behalf in the state of Michigan. The City will not accept meters that are rebuilt, remanufactured, or meters that do not hold a serial number other than that of the original manufacture.
- 4) All cold water meters (displacement type - magnetic drive 1-1/2") furnished shall be produced from an ISO 9001 manufacturing facility and must conform to the "Standard Specifications for Cold Water Meters" C700, latest revision issued by AWWA or as otherwise stated. The size, capacity, and meter lengths shall be as specified in AWWA Standard C700 (latest revision). The maximum number of disc nutations is not to exceed those specified in AWWA C700 latest revision.
- 5) All cold water meters (compound type) furnished shall be produced from an ISO 9001 manufacturing facility and must conform to the "Standard Specifications for Cold water Meters" C702 (latest revision) issued by AWWA or as otherwise stated. The size, capacity, and meter lengths shall be as specified in AWWA Standard C702 (latest revision). Compound metes shall have dual measuring elements, consisting of a high flow element, and a low flow element.

6) Allowable meters:

**Sensus**  
1-1/2" Model SR11 only

**Neptune**  
1-1/2" Model T10 eCoder only

**Compound:**  
2", 4" and 6" SRH only

**Compound:**  
2", 4", and 6" Tru-Flo eCoder only

6) Quantity

The City may purchase 500 meters per year, but this quantity is not a guaranteed purchase quantity.

7) Sizes

Provide prices for 1-1/2", 2", 3", 4", and 6" meters. **Please quote only prices for compound meters for 1-1/2"-6" size meters.**

8) Basis of Award

The award will be to the Vendor with the lowest total cost for the bid for each individual meter brand based upon the City's projected metering needs for the contract period. The City of Mt. Pleasant reserves the right to reject low bids which do not meet specifications.

**Note:** Previous experience and performance may be a factor in making the award. Meter reading software support will be a factor in making the award. Products wholly made in the USA are preferred and may be a factor in awarding the bid.

9) Contract Period

Meter purchase quantities are for estimated purposes only, not a guarantee of actual purchase. The meter purchase price guarantee period is for one (1) year from March 1, 2017 through December 31, 2017.

10) Deliveries

Supply and transport F.O.B. destination, freight, pre-paid to the City of Mt. Pleasant Water Treatment Plant and/or designated area on an as-needed basis. Delivery hours are 8:00 a.m. to 4:00 p.m., unless otherwise scheduled by the City, and will follow a designated truck route within the City limits. All orders shall be complete, and shall be delivered on a timely basis following the order date unless otherwise agreed to by the City. The Water Treatment Plant is located at 4195 South Lincoln Road, Mt. Pleasant.

11) Assignments

The vendor agrees not to assign or transfer this contract or any part thereof without the written consent of the City of Mt. Pleasant. Any unauthorized assignment may subject the contractor to immediate termination.

## 12) Errors/Omissions/Discrepancies

Any errors, omissions, or discrepancies in the specifications discovered by a prospective contractor and/or service provider shall be brought to the attention of Jim Rabedioux, Assistant Water Department Supervisor, as soon after discovery as possible. Further, the contractor and/or service provider shall not be allowed to take advantage of errors, omissions, or discrepancies in the specifications.

## 13) Default

Is defined as the failure of the bidder to fulfill the obligations of the contract, including but not limited to: failure to deliver on time or the unauthorized substitution of articles other than those quoted and specified on the contract; or failure to deliver specified quantities (repetitive shortages). If continued abuse of any or all of the above conditions persists, the City of Mt. Pleasant will notify the contractor in writing. The contractor will be given ten days to correct this "Default" condition. Failure to do so within the specified period will result in the City's canceling the contract and procuring the articles or services from other sources and hold the contractor responsible for any excess cost occasioned thereby.

## 14) Termination

The City of Mt. Pleasant reserves the right to terminate any award to the bidder for cause, without any liability, upon 10 days notice from the Director of Public Works or his authorized representative (see default above.)

## 15) Indemnification

The successful bidder agrees to defend, indemnify and hold harmless the City, its employees and agents from all claims and lawsuits arising out of its performance of this contract.

## 16) Other Terms

The City of Mt. Pleasant reserves the right to accept any bid, to reject any bid or all bids, to waive irregularities and/or informalities in any bid, and to make the award in any manner deemed in the best interest of the City.

## 17) Contact Information

If there are any questions concerning these specifications, please contact Malcolm Fox, Water Department Supervisor, at (989) 779-5427 or (989) 779-5430, Monday through Friday, 7:30 a.m. to 4:00 p.m.